

Lesson #1 - Report Creation Review

- Using your Crystal Reports knowledge

Lesson #2 - Using the Repository

- Using the repository
- Creating a report from a repository data source

Lesson #3 - Creating Formulas

- Using functions and operators
- Defining control structures available in Crystal Reports Syntax

Lesson #4 - Managing Reports

- Using the Workbench
- Publishing reports to BusinessObjects Enterprise

Lesson #5 - Using Variables and Arrays

- Using variables
- Using arrays

Lesson #6 - Building Parameterized Reports

- Defining and creating parameters
- Building a report with multiple parameters
- Using edit masks and descriptions
- Creating a date range parameter
- Grouping using parameters

Lesson #7 - Using Report Templates

- Applying report templates
- Building a template without a data source
- Removing a template

Lesson #8 – Summarizing Data with Cross-Tabs

- Building a basic cross-tab
- Formatting a cross-tab

Lesson #9 – Using Report Sections

- Using sections
- Using group related functions to format sections
- Using section underlay
- Using multiple column reporting

Lesson #10 – Building Specialized Reports

- Using the Running Total Expert
- Creating a form letter
- Adding a hyperlink to a report
- Using Dynamic Graphic Locations
- Building a report with alerts
- Building a top N report